



DEPARTMENT OF THE NAVY

ATLANTIC DIVISION
NAVAL FACILITIES ENGINEERING COMMAND
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NORFOLK, VA 23511-2699

TELEPHONE NO:

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(DSN) 262-4000

IN REPLY REFER TO:

11240
BE5/alq
03-DIST-059
25 Mar 03

From: Commander, Atlantic Division, Naval Facilities Engineering Command

Subj: 2003 NAVY-WIDE TRANSPORTATION CONFERENCE AND NOMINATION
PACKAGE FOR FLEET MANAGER OF THE YEAR

Encl: (1) 2003 Navy-Wide Transportation Conference Registration Form
(2) IMEAC 2003 Registration Form
(3) 2003 Navy-Wide Transportation Conference Agenda
(4) 2003 Transportation Manager of the Year Nomination Form

1. PACNAVFACENGCOM Transportation Equipment Management Center (TEMC) is sponsoring the 2003 Navy-wide Transportation Conference in Portland, Oregon. To minimize travel costs, this conference is being held in conjunction with GSA's Interagency Motor Equipment Advisory Council's (IMEAC's) biannual national conference for professionals involved in the management, maintenance, or operation of government motor vehicles.

2. The Navy's Transportation Conference is scheduled to begin at 0800 hrs on Monday, 23 June 2003 and runs through 1100 hrs on Tuesday, 24 June 2003. It will be held at the Portland Lloyd Center DoubleTree Hotel, Multnomah Ballroom. To register for the Navy's Transportation Conference, please complete and return enclosure (1) as instructed no later than 27 May 2003 via mail or facsimile transmission. A confirmation letter will be sent to you upon receipt of your registration form, so register early! Check-in for the conference will be held on Sunday, 22 June 2003, from 1300 to 1800 hrs at the hotel.

3. GSA's IMEAC Conference will be held at the Oregon Convention Center beginning at 1130 hrs on Tuesday, 24 June 2003 through 1630 hrs on Thursday, 26 June 2003. See enclosure (2) for the IMEAC 2003 Conference registration form. Return completed form as instructed on the form.

4. Hotel Accommodations. We have reserved 100 rooms under "U. S. Navy Transportation Conference" at the Portland Lloyd Center DoubleTree Hotel, 1000 N.E. Multnomah, Portland, OR 97232. The room rate is \$91.00. The MAX Light Rail System is the easiest way to get to and from the airport and costs \$1.55 each way. There are several public transit systems that are available free of charge for traveling within the downtown area so a car may not be necessary. To make your hotel reservations call 1 (800) 996-0510 and be sure to mention that you are a Navy Transportation Conference Attendee. Or go on-line at: www.portlandlloydcenter.doubletree.com you'll need to mark the "Government/Military" box and input "NAV" where it asks for Group/Convention code.

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5. Enclosure (3) is the tentative agenda for the Navy's Transportation Conference. We welcome any comments or suggestions on agenda topics that will make this conference more relevant and informative for you.

6. Enclosure (4) is the nomination form for the 2003 Navy Transportation Fleet Manager of the Year Award. There are three categories to recognize individual accomplishments and excellence in the area of Navy fleet management. All activities are encouraged to submit nominees for this award. Winners will receive a trophy, \$500 cash award, and will have their names added to the perpetual trophy at NAVFAC Headquarters.

Category I: Vehicle fleet of 1 to 50 units
Category II: Vehicle fleet of 51 to 350 units
Category III: Vehicle fleet of 351 or more units

Nominations must be submitted to this office no later than 30 April 2003 for consideration. Facsimile transmission of nominations should be sent to the undersigned at (757) 322-4020 or DSN 262-4020 or e-mail: bernierle@efdlant.navy.mil.

7. A social get-together is planned for Monday evening at the Rock Bottom Brewery. Cost will be \$20.00 per person for heavy hors d'oeuvres payable (in cash) at Sunday's check-in or Monday morning at the latest. Please annotate on the conference registration form if you and any guests will be attending the social.

8. If you need further information or assistance, please contact your TEMC representative, available at (757) 322-4000 or DSN 262-4000.


L. E. BERNIER
By direction

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All Activities

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REGISTRATION FORM
2003 NAVY-WIDE TRANSPORTATION CONFERENCE
Portland, Oregon
23-24 June 2003

Please fill out this form completely, as the information will be used to make various arrangements. If more than one person plans to attend, please photocopy this form so each individual submits a separate form. Please circle answers where appropriate.

Name: _____

Position Title: _____

Phone Numbers: DSN _____ COMM _____

FAX: DSN _____ COMM _____

Email Address: _____

Activity Mailing Address:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Will you be attending the 2003 GSA IMEAC conference? Yes No

If yes, you must submit the GSA IMEAC registration form to GSA.

Will you be staying at the Portland Lloyd Center DoubleTree Hotel? Yes No

If yes, you must make your reservations directly with the Portland Lloyd Center DoubleTree Hotel.

***Attending Social (23 June 03): Yes No # people attending _____**

Please return this form to: (NLT 27 May 2003)	Commander (BOS1212)	Fax Comm (808) 474-5974
	PACNAVFACENGCOM	Fax DSN (315) 474-5974
	258 Makalapa Dr. Ste 100	
	Pearl Harbor, HI 96860-3134	

Enclosure (1)

Attendee Registration Form:

IMEAC 2003

June 24 - 26, 2003

Portland, Oregon

Attendees paying by check, credit card or Government purchase order.

This registration form is for use only by non-exhibiting attendees.

Exhibitors, please refer to the Exhibitor Registration Form on the other side of this document.

Register by phone by calling the IMEAC 2003 Helpline at: 1-800-315-4333.

Direct questions to the above helpline or email: help@imeac.org.

Online registration is
available at www.IMEAC.org.

Registration Fees

- Early registration is \$250 and must be received by May 27, 2003.
- Pre-registration will be \$350 and must be received between May 28, 2003 12:00 am cst through June 13, 2003
- After June 13, 2003 registration will be conducted on-site; the on-site fee is \$350.

Please complete registration for each attendee.
If you have more than one attendee, please photocopy this form.

First Name (required): _____

Last Name (required): _____

Position: _____

Division: _____

Address1 (required): _____

Address2: _____

City (required): _____

State: _____

Postal Code (required): _____

Country (required): _____

Phone (required): _____

Fax: _____

Email: _____

Attendee Listing

- ☐ Please check if you do not want to be listed
in the published attendee listing.

Please note if you or your agency is interested in speaking and
your topic:

Special Needs

- ☐ Please check if you would like to be contacted regarding set up
for any "special needs" (including dietary) that will
require attention at the conference.

How did you learn about IMEAC 2003?

Emergency Contact Name: _____

Phone: _____

Please view the cancellation policy.

Payment Type

We accept checks, credit cards,
Government purchase orders and TA forms.

- ☐ Check* ☐ Credit Card

*MAKE CHECKS PAYABLE TO: A-S-K/IMEAC 2003

☐  ☐ 

(sorry, we cannot accept American Express)

Credit Card #: _____

Expiration Date: ____/____/____

Cardholder's Name: _____

Cardholder's Signature: _____

If paying by Government Purchase Order,

please include PO# _____

Note: The registration amount due will increase if paid after
May 27, 2003.

Return to:

IMEAC 2003 c/o ASK Associates, Inc.

1505 Kasold Drive

Lawrence, KS 66047

Phone: (785) 841-8194 Fax: (785) 841-2668

TENTATIVE
2003 NAVY-WIDE TRANSPORTATION CONFERENCE
PORTLAND, OREGON

Monday, 23 June 2003
MULTNOMAH BALLROOM

8:00	Welcome and General Announcements	Raymond Kalawe
8:05	Opening Remarks - PACDIV Welcome	Steve Mortimer
8:15	NAVFAC Headquarters Outlook	Gary Lind
9:30	Break	
9:45	CNO N464 - CNI Overview	CDR Harshberger
10:30	BOS FSC Transportation Template	Laurie Wilson
11:15	Heavy Equipment Rental Contract	Steve Mortimer
11:30	Lunch	
1:00	Input from Alternative Fuel Users	TBD
2:00	Break	
2:15	Leasing Changes & DOD 4500.36R Rewrite	Barry Shpil
2:45	EC Changes	TBD
3:00	Navy Fire & Emergency Services Program Office	Bill Killen
3:30	Licensing & CDL Changes (federal/national vice state level)	Becky Fraley
3:45	Reminders (Social, Room Change for Tuesday Workshops)	Raymond Kalawe
6:00	Social at Rock Bottom	

Enclosure (3)

TENTATIVE
2003 NAVY-WIDE TRANSPORTATION CONFERENCE
PORTLAND, OREGON

Tuesday, 24 June 2003
MULTNOMAH BALLROOM

8:00 General Announcements Raymond Kalawe

BREAKOUT SESSION A
HAWTHORNE BALLROOM

BREAKOUT SESSION B
MORRISON BALLROOM

8:05 Navy Crane Center Mike Buoncristiano 8:05 FAST Updates Laurie Wilson

9:15 Break

9:15 Break

9:25 Crane Users Network Session

9:25 FAST Updates Laurie Wilson

MULTNOMAH BALLROOM

10:25 Panel Discussion Gary Lind, Lisa Bernier, Steve Mortimer

10:50 Robert V. Ronick Navy Transportation Fleet Manager of the Year Awards Presentation

11:00 Adjourn Raymond Kalawe

**2003 NAVY TRANSPORTATION
FLEET MANAGER OF THE YEAR
NOMINATION FORM**

Name of nominee: _____

Title/Grade: _____

Time in Current Position: _____

Activity: _____

Number of Inventory Managed: ___ 1-50 units ___ 51-500 units ___ 501 or more units

1.a. Specific responsibilities as fleet manager: _____

1.b. Specific responsibilities in additional roles: _____

2. Major accomplishments during the past 12 months: _____

Name of nominee: _____

3. Status of Transportation performance indicators:

Inventory to Inventory Objective: _____

A-N Average Utilization in Miles: _____

A-N Average Cost-Per-Mile (fuel & maintenance): _____

Average Downtime Last 12 Months: _____

4. Briefly describe nominee's managerial traits (leadership & interpersonal skills, innovation, adaptability, etc.): _____

5. Documented, tangible, public policy benefits, or dollar savings: _____

6. Special Awards and Achievements Earned: _____

A biography, that includes civic and charitable participation, along with this nomination form, is due at PACNAVFACENGCOM TEMC by 30 April 2003. Nominations may be submitted via facsimile transmission to Code BOS12 at commercial (808) 474-5974 or DSN (315) 474-5974.